

# TALK *of* TOWNSEND

Newsletter for Undergraduates in the College of Agriculture and Natural Resources

## LABOR DAY

Monday, September 3, 2007 University offices are closed  
and no classes will be held.

**Enjoy your day off!**

*Volume 5, Issue 1/August 30, 2007*

## ACADEMIC UPDATES

### WELCOME!

Whether this is your final semester with us or you first, the College of Agriculture and Natural Resources (CANR) welcomes you to the fall term.

This newsletter, which comes out every other Friday, shares relevant information with undergraduates. We include information on club meetings, scholarships, special events, internships, academic policies, and general announcements of interest to undergraduates. The mailing list is based on your classification as a student in our College, and you cannot be removed from it as long as you are matriculated. Please simply delete the Email if you don't wish to read the newsletter.

On behalf of all of us here in the College, best wishes for a wonderful Fall semester.

### Schedule Changes & Free Drop/Add Deadline

The last day to register or add courses is Tuesday, September 11. After this date, tuition and a \$20 processing fee will be charged for any change of registration. Students withdrawing from a course will receive a "W" on their permanent record.

Through UDSIS, you can verify your registration. Surprisingly, many students find out late in the semester that they are not enrolled in a course they have been attending. Even worse, students believe they were dropped from a course in which they are still enrolled. Both of these situations create difficult consequences, the worst of which is receiving a "Z" grade for an unofficial withdrawal. If you are registered for a course and decide you no longer want it, be sure you officially drop it via UDSIS. *A "Z" grade is the same as an "F" on your record and carries the same weight in your GPA.*

**While you are at it, check the following:**

- Your graduation date.
- Your mailing address.
- Your major(s) and minor(s).
- The name of your advisor.

If any of those items are incorrect, take a moment to correct them!

## Resources to Help!

For those new to campus, the transition can be challenging. Here are some people and places that can help; don't hesitate to seek assistance if you need it!

### CANR Office of Academic Programs & Student Services

*Advisement questions; scholarship support; internships; general information.*  
104 Townsend Hall, 302-831-2508, [cbrower@udel.edu](mailto:cbrower@udel.edu)

### Academic Enrichment Center

*Tutoring, study groups, learning-disability services, and study-skills workshops.*  
148-150 South College Avenue  
831-2805, [www.udel.edu/AEC](http://www.udel.edu/AEC)

### Center for Counseling and Student Development

*Personal, educational and career counseling.*  
261 Perkins Student Center  
831-2141, [www.ude.edu/Counseling/](http://www.ude.edu/Counseling/)

### Traveling to Townsend Hall

Besides walking, there are many ways to get to Townsend and Worrilow Halls, Fischer Greenhouse, Allen Lab and the farm. Consider:

- Skateboards and rollerblades (But not inside buildings, please.)
- Bikes (Warning: you can be ticketed for riding on the sidewalk over the RR bridge; also be sure to LOCK YOUR BIKE!)
- Cars (Be sure you have a valid parking sticker, even if you are here early in the a.m. or at night.)
- Buses (See the schedule at: <http://www.udel.edu/SuppSrcv/bus/UDbus.html>)



Whenever you are trying to get to the Webb Farm, *please* cross Route 72 with **extreme caution**. Traffic travels at a high-rate of speed and is often unaware of cross-traffic, especially pedestrians. Be careful!

## Graduation Information for 07F and 08W Graduates

If you are planning to graduate this fall or winter, please be sure that your graduation date is accurate in UDSIS. You also should submit all of your paperwork to our office in 104 Townsend Hall by September 7th, including:

1. Your application for graduation.
2. Completed and signed graduation checksheets for each major(s) and minor(s) you have. (Checksheets should be signed by your advisor AND department chair.)

If you have questions or concerns regarding your graduation status, please email [kvanb@udel.edu](mailto:kvanb@udel.edu) or call (302) 831-2508.

For more information and online versions of the checksheets and the application for graduation, visit <http://ag.udel.edu/resources/senior.htm>.

## AlcoholEdu: Mandatory for ALL Freshmen

Have you logged onto AlcoholEdu® yet? All first year UD students must complete this online alcohol education program. Part I must be completed between September 11<sup>th</sup> and October 9<sup>th</sup>. You can start Part II 30 days after completing the first part. **You must complete this program by November 15<sup>th</sup>, or you will not be able to register for Spring Semester 2008 classes.**

For more information, visit: <http://www.udel.edu/network> and log in using your UDeINet ID and password. Click on "Go to AlcoholEdu". Questions? Please send them to [alcoholedu@udel.edu](mailto:alcoholedu@udel.edu) or call (302) 831-3115.

## STUDENT CLUB INFORMATION

All clubs are invited to submit meeting times and locations, membership info, and brief descriptions of their clubs to *Talk of Townsend*. See end of newsletter for details.

### AgCC

Attention all ag undergrads! AgCC is hosting an Ag Fall Social on Thursday, September 13th, from 6-9pm, in the Rodney Room of Perkins. There will be free pizza and soda, as well as representatives from all the ag clubs to answer any questions you may have about their clubs. It is also a great chance to hang out with your fellow ag students, and meet new ones! Contact: [dsmarsh@udel.edu](mailto:dsmarsh@udel.edu)

## CAREER INFORMATION

Scholarship, internship and job postings will only be listed by company, job title, application deadline, and website link, if applicable. Please be sure to visit our Career Shelf in 104 Townsend Hall to view the full details of each posting.

### Scholarships

Sustainable Agriculture Scholarship Program from Annie's Homegrown  
[http://www.annies.com/programs/sustainable\\_agriculture\\_scholarship.htm](http://www.annies.com/programs/sustainable_agriculture_scholarship.htm)  
Deadline: September 30, 2007

### Employment

Southern States Cooperative, Inc., Retail Management Associate (Trainee) [www.southernstates.com](http://www.southernstates.com)

Available positions with the Dept. of Agriculture, Natural Resources Conservation Service

- <http://jobsearch.usajobs.opm.gov/jobsearch.asp?q=&jbf574=AG16&lid=360&jb>
- <http://jobsearch.usajobs.opm.gov/getjob.asp?JobId=61363585&AVSDM=8%2F30%2F2007+10%3A07%3A18+AM>
- <http://jobsearch.usajobs.opm.gov/jobsearch.asp?jbf522=&fn=4326&jbf522=&lid=17467&FedEmp=Y&jbf574=AG16&brd=3876&vw=d&ss=0&FedPub=Y&caller=%2Fa9nrcshqp.asp&SUBMIT1.x=82&SUBMIT1.y=22>

## Bank of America Career Services Center

Are you registered with the BOA Career Services Center? If not, attend a brief orientation (see schedule at <http://www.udel.edu/CSC/orient.html>) and come learn how to use the Career Services online database, eRecruiting.com, of over 4500 company profiles and contacts: Participate in the campus interview program with over 250 organizations visiting campus between October and May and to find an internship (including summer) or permanent full-time job after graduation. For information about all Career Services workshops and sessions, please visit <http://www.udel.edu/CSC/happening.html>.

**The 39<sup>th</sup> Annual Job Jamboree: Tuesday, Sept. 25<sup>th</sup> 1:00-4:30 p.m.  
Bob Carpenter Center**

Over 200 organizations will attend the Annual Job Jamboree. Company representatives will be in attendance to provide you with information regarding their organization, hiring needs and requirements. This is an informational job fair - these organizations will return to campus during the fall or spring semesters to participate in the [Campus Interview Program](#) and conduct interviews at that time. This program is for ALL majors and several of the companies are looking for Agriculture and Natural Resources students. See <http://www.udel.edu/CSC/jamboree.html> for a listing of all company participants.

## Professional Tip: EMAIL ETIQUETTE

Is there a difference between emailing your friends and emailing a professor? **Definitely!** Here are a few guidelines to help you write a proper email to a professor, advisor, potential employer, etc. By following these simple guidelines, people will likely take you more seriously and respond more promptly to your email. If you need professional help, you should write a professional email!

1. **Never start an email with "Hey!"** Instead, try "Dear Professor Smith." If possible, find out if the person you're writing to is a Dean, Dr., Mr., Mrs., Ms., or Miss. If it's your professor and you're not sure about their title, you can address it to "Professor Smith." Never assume a female is a Mrs. - use Ms. if in doubt.
2. **Make your point clear by using proper grammar, punctuation and spelling.** Avoid common electronic communication abbreviations like "brb", "btw", "b/c", "lol". It only takes a few extra seconds to write out the whole phrase. Make sure you include spaces, punctuate, and capitalize where necessary. If you use proper grammar punctuation & spelling people shouldn't have to interpret what you are trying to say.
3. **DON'T USE ALL CAPS or all lowercase letters.** This is inappropriate and difficult to read.
4. **Always say Thank you!** Thank whomever you are writing to for their assistance. Showing appreciation goes a long way in life!
5. **Be sure to include your name.** Don't assume that the person you are writing to will automatically recognize your email address. Include your first and LAST name.

### Newsletter Submission Guidelines:

*Talk of Townsend* is produced **every other** Friday during the Fall, Winter and Spring terms, with occasional exceptions due to certain deadlines.

**(The next issue will be out on September 14th)**

Submissions of timely and general interest are welcome. Please submit your copy in a *brief* statement, including dates, times, locations and contact information, via Email to [kvanb@udel.edu](mailto:kvanb@udel.edu) by **5:00 p.m. on the Tuesday before publication.**

*Do not format your email with bullets and fonts; they will be removed.*

**Information received after that time will be posted in the NEXT newsletter.**

*The Office of Academic Programs reserves the right to refuse or edit announcements.*

*Talk of Townsend is archived on the Web at: <http://ae.udel.edu/resources/talkoftownsend.htm>.*